



**HIGHLINE WATER DISTRICT**  
**Regular Board Meeting Minutes**  
**September 4, 2024**

<b>ATTENDEES</b>		(Strikeouts indicate absence)
<b>COMMISSIONERS</b>	<b>HWD STAFF</b>	<b>HWD ATTORNEY(S)</b>
Polly Daigle	Jeremy DelMar, General Manager	
Todd Fultz	Anne Paige, Finance/Admin Manager	<b>CONSULTANTS</b>
Daniel Johnson	Phillip Hite, Operations Manager	
Vince Koester	Logan Wallace, Engineering Supervisor	<b>GUESTS</b>
Kathleen Quong-Vermeire	Carryn Frye, EA/Contract Coordinator	Dave Kaplan (Remote)

**1. CALL TO ORDER**

President Quong-Vermeire called the meeting to order at 9:00 a.m.

**2. APPROVE AGENDA**

Motion duly made and seconded to approve the Agenda as presented. The motion carried unanimously.

**3. CONSENT AGENDA**

Motion duly made and seconded to approve the Consent Agenda as presented. The motion carried unanimously.

<b>Minutes:</b> August 27, 2024				
<b>WARRANTS</b>				
Fund Name	Fund No.	Scheduled Payment Date	Vouchers	Total Amount
Maintenance	09-075-0010	09/04/2024	30444 - 30444	\$ 307.76
Maintenance	09-075-0010	09/04/2024	30445 - 30448	\$ 6,889.52
<b>ELECTRONIC FUNDS TRANSFER</b>				
Description	Fund No.	Period Ending	EFT Transfer Date	Total Amount
N/A				
<b>CONSENT AGENDA RESOLUTIONS</b>				
Item #	Resolution #	Description		
3.1	24-9-4A	Accept DE as complete - Amelia Multifamily		

**4. PUBLIC INPUT**

Dave Kaplan attended the meeting remotely. He thanked the Board for the remote option to listen in to the meeting.

**5. RESOLUTIONS/MOTIONS**

Resolution 24-9-4B approving an intergovernmental agreement with Washington State Department of Enterprise Services (DES). Motion duly made and seconded. After discussion, the motion carried unanimously.

Resolution 24-9-4C accepting the terms and conditions for settling District claims regarding Tyee Well and authorizing a settlement agreement and release with the Port Of Seattle. Motion duly made and seconded. After discussion, the motion carried unanimously.



# HIGHLINE WATER DISTRICT Regular Board Meeting Minutes September 4, 2024

## 6. STAFF/COMMISSIONERS/ATTORNEY

### Phillip Hite

- 6.1 Lead and Copper Rule – Operations Manager Phillip Hite updated the Board that the crew will finish potholing in the next couple of days. Once complete he will send the findings to the Department of Health. To date, we have not found any lead service lines.

### Anne Paige

- 6.2 Audit – Finance/Administrative Manager Anne Paige mentioned to the Board that the State Auditors will be in the office for the 2023 audit beginning October 18, 2024.
- 6.3 Washington Finance Officers Association (WFOA) Conference – Paige stated she will be at the WFOA Conference on September 18<sup>th</sup> and will not be at the next Board Meeting.
- 6.4 Employee Anniversary – Paige highlighted to the Board that Accounting Supervisor Sandi DeChon’s will be celebrating her 25-year anniversary later this month. She expressed her appreciation and gratitude for all that Sandi does for the District.

### Jeremy DelMar

- 6.5 UCMR Testing – General Manager Jeremy DelMar mentioned that UCMR testing is required to test for contaminants suspected to be in drinking water but are not yet regulated. UCMR5 testing was recently completed for several types of PFAS and other contaminants. The preliminary results came back today, and do not show any detections.

There being no further business, President Quong-Vermeire concluded the meeting at 9:12a.m.

### BOARD OF COMMISSIONERS

Signed by:

*Kathleen Quong-Vermeire*  
 46FCA32C4556410...  
**Kathleen Quong-Vermeire**, President

DocuSigned by:

*Vince Koester*  
 382D4CB9A38F421...  
**Vince Koester**, Secretary

DocuSigned by:

*Polly Daigle*  
 7BD0B6DD748D4ED...  
**Polly Daigle**, Commissioner

Signed by:

*Todd Fultz*  
 8728D379F2E446D...  
**Todd Fultz**, Commissioner

Signed by:

*Daniel Johnson*  
 6E7D4CD7088F4C7...  
**Daniel Johnson**, Commissioner